

Resources Available to You

The Division of Labor Standards offers numerous resources to assist employers in achieving safe and healthy workplaces, and voluntary compliance with child labor laws.

The Wage and Hour section provides numerous training opportunities for child labor law education. Group training, seminars or presentations are available. Wage and Hour representatives answer questions at your workplace, by phone, mail, fax or email. Guidance in interpreting exceptions or prohibited occupations is available at all times. Assistance in locating where youth you employ or wish to employ may obtain work certificates is also available. Work permits for the entertainment industry are available from the Division by mail or fax.

The On-Site Consultation program offers employers free workplace safety and health assistance with no fines or penalties. Assistance is provided to assure employers are in compliance with OSHA standards. Complete safety and health program management training and guidance is available through the program. The employer is furnished a confidential written report of the potential problems and their solutions. All assistance is provided by professionally trained, highly qualified Occupational Safety and Health Consultants.

Missouri offers employers unique resources through the state School-to-Work grant. We are the only state in the nation granted a Safety and Health Consultant exclusively for young workers. As part of the Division of Labor Standards, the consultant works closely with regional and local School-to-Work partners. The Consultant provides workplace safety and health program management assistance, safety and health training, child labor law education, and youth and employer rights and responsibilities training. Research and development of databases and printed materials, and coordination and development of model vocational safety and health curriculum are also part of the consultant's services.

For additional or more complete information, please feel free to contact us.

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DIVISION OF LABOR STANDARDS INFORMATION SERIES

Youth in the Workplace An Employer's Outlook

**Missouri Department of Labor
and Industrial Relations**
DIVISION OF LABOR STANDARDS



Youth in the Workplace

Employers have the unique opportunity of providing early work experiences for youth. The Division of Labor Standards assists Missouri employers to assure youth they employ have safe, healthy, and positive experiences; and are beneficial contributors to the workplace. Information and training we provide assists you in achieving voluntary compliance with our child labor laws and in providing the safest and healthiest workplace you can.

Child labor laws exist to insure our youth remain healthy and productive in the workplace. These laws also provide better opportunities for educational achievement. Research indicates youth working beyond allowed hours, underage, or in prohibited or hazardous activities have increased injury rates, incidents of drug and alcohol abuse, violent and gang activity, and suffer in their overall educational achievements.

Many injuries to young workers are due to lack of training, supervision or experience. These injuries are avoidable. Set your workplace standards. Start with an adequate training program. Training assists young workers to make conscious informed decisions in their work environment. The result is increased awareness that will, in turn, decrease injury and illness rates. The ultimate effect of these lowers worker's compensation premiums and increases employee productivity, morale, and your profit line!

Child Labor Awareness Tips

Know the allowed ages and hours of work, prohibited occupations, and work permit or certificate requirements.

Hours Youth May be Employed:

From June 1 to Labor Day

From 7AM to 9 PM

Maximum 8 hours a day

From Labor Day to June 1

From 7AM to 7 PM

Maximum 3 hours per school day

Maximum 8 hours on non-school days

Maximum 6 days or 40 hours any week of the year

These times are consistent with Federal child labor laws. Employers covered by Federal law allow minors to be employed a maximum of 18 hours per week from Labor Day to June 1st.

Work Certificates and Permits

Employers must have work certificates on file for 14 and 15-year-old workers. Youth under 14 are not permitted to be employed with few exceptions. Check with us if you have questions about exceptions. School superintendents issue work certificates. The Division of Labor Standards issues work permits for youth under 16 employed in the entertainment industry only. Records pertaining to the employment of children are to be maintained at the place of employment for two years.

Prohibited or Hazardous Occupations

Youth are prohibited to be employed in certain occupations such as working with power driven machinery, around sleeping accommodations, in places where only alcohol is sold, and other prohibited or hazardous occupations. Check with us if you have a question regarding a specific employment task.

Employment of youth under the age of sixteen in any occupation considered to be door-to-door sales, or in any other kind of "street occupation", is prohibited. The prohibition does not apply to charitable entities (church, school, scouts, etc.).

Federal child labor laws have additional prohibited activities. Contact the U.S. Department of Labor, Wage and Hour Division, for further information.

Safety and Health Awareness Tips

Commit to develop and implement a complete safety and health management program for your business.

Involve supervisors and experienced workers in identifying problems, their solutions, and preventive techniques.

Know and comply with occupational safety and health regulations that apply to your business.

Encourage your area schools to provide occupational safety and health training.

Implement industry specific training in your workplace. Note: Employers have a responsibility under Occupational Safety and Health Administration (OSHA) laws to ensure that their workers receive adequate safety and health training.

Risk mapping is a group method of improving workplace health and safety. This method is recommended by safety and health professionals, and is fun and interactive for working youth.

Assess and eliminate the potential for injury and illness from tasks required for youth in your workplace. Train, retrain, and train again. Recognize that youth may not interpret directions the same as adults. Watch them complete the task to assure they function safely and in the manner you intended.

Routinely verify that these youth continue to recognize hazards and employ safe work practices.

Evaluate equipment used by youth to ensure it is safe.

Ensure youth are appropriately supervised to prevent injuries and hazardous exposures.